

FIRST CIRCUIT COURT FILE FOLDERS FY 2007
Quantity and Specification Table

PREFIX	REG COVERS	START NO.	END NO.	BLANK COVERS	TAB POSITION
C	301	07-1-0000	07-1-0300	50	4TH
CG	NONE	N/A	N/A	100	4TH
CIV	3,401	07-1-0000-	07-1-3400-	1,500	EVEN-3RD ODD-4TH
CR	3,001	07-1-0000	07-1-3000	200	EVEN-3RD ODD-4TH
ML	101	07-1-0000	07-1-0100	NONE	4TH
P	801	07-1-0000	07-1-0800	50	4TH
SP	701	07-1-0000	07-1-0700	300	4TH
SPP	101	07-1-0000	07-1-0100	50	4TH
FC-A	601	07-1-0000	07-1-0600	NONE	2ND
FC-AA	26	07-1-0000	07-1-0025	NONE	4TH
FC-AP	26	07-1-0000	07-1-0025	NONE	3RD
FC-CR (-0001)	41	07-1-0000	07-1-0040	NONE	4TH
FC-CR (-1000)	4,501	07-1-1000	07-1-4500	NONE	4TH
FC-D	5,001	07-1-0000	07-1-5000	200	4TH
FC-DA	3,001	07-1-0000	07-1-3000	100	2ND
FC-G	401	07-1-0000	07-1-0400	50	3RD
FC-GR	NONE	N/A	N/A	25	4TH
FC-M	1,501	07-1-0000	07-1-1500	NONE	1ST
FC-P	1,501	07-1-0000	07-1-1500	NONE	4TH
UCCJEA	76	07-1-0000	07-1-0075	NONE	1ST
UIFS	251	07-1-0000	07-1-0250	NONE	4TH
TR	NONE	N/A	N/A	150	4TH
TOTAL	25,334			2,775	

Notes:

Back covers are not required.

Please note side tab position of file covers for CIV, CR, FC-A, FC-AP, FC-DA, FC-G, FC-M, and UCCJEA folders (shaded). Side tab position for the remainder of folders are in the 4th position. Civil (CIV) and Criminal (CR) folders only, shall have two separate tab positions. The even numbered file folders shall be in the third position and the odd numbered file folders shall be in the fourth position as specified on the quantity table (Each tab is 1/4 cut).

"Blanks" (refer to the quantity tables) do not have a mylar overlay over the tabs. "Blanks" for a particular proceeding shall have the appropriate body copy, the appropriate alpha prefix and no numbers.

For the First Circuit Civil (CIV) covers only, a dash shall follow the last number of each sequence (e.g. CIV 07-1- 0001-, CIV 07-1-0002-).

First Circuit Court FC-CR (Misdemeanor): These folders shall have the same body copy as the FC-CR folders, except the numerical prefix shall begin at 07-1-1000.

There are specific copy differences on each cover. Refer to samples for specifics.

SECOND JUDICIAL CIRCUIT COURT FILE FOLDERS FY 2005
Quantity and Specification Table

PREFIX	REG COVERS	START NO.	END NO.	BLANK COVERS	TAB POSITION
C	100	07-1-0001	07-1-0100	NONE	4TH
CG	100	07-1-0001	07-1-0100	NONE	4TH
CIV	800	07-1-0001	07-1-0800	500	4TH
CR	800	07-1-0001	07-1-0800	NONE	4TH
G	NONE	N/A	N/A	NONE	4TH
ML	100	07-1-0001	07-1-0100	NONE	4TH
P	250	07-1-0001	07-1-0250	NONE	4TH
SP	100	07-1-0001	07-1-0100	NONE	4TH
SPP	NONE	N/A	N/A	NONE	4TH
FC-A	100	07-1-0001	07-1-0100	NONE	4TH
FC-CR	1,200	07-1-0001	07-1-1200	NONE	4TH
FC-D	800	07-1-0001	07-1-0800	NONE	4TH
FC-DA	900	07-1-0001	07-1-0900	NONE	4TH
FC-G	100	07-1-0001	07-1-0100	NONE	4TH
FC-J	NONE	N/A	N/A	500	4TH
FC-M	400	07-1-0001	07-1-0400	NONE	4TH
FC-P	500	07-1-0001	07-1-0500	NONE	4TH
FC-S	150	07-1-0001	07-1-0150	NONE	4TH
UIFS	150	07-1-0001	07-1-0150	NONE	4TH
DC-CIVIL	2,100	07-1-0001	07-1-2100	500	4TH
DC-SC	500	07-1-0001	07-1-0500	NONE	4TH
DC-TRO	400	07-1-0001	07-1-0400	NONE	4TH
FC	NONE	N/A	N/A	NONE	4TH
CC	NONE	N/A	N/A	NONE	4TH
TOTAL	9,550			1,500	

Notes:

Two (2) part set, front and back covers required for all files. Back covers to be packaged separately from front covers.

All files: Side tab is in the 4th position.

All Circuit Court, 8/1/06FC-CR, DC-CIVIL, DC-SC, DC-TRO folders (shaded) shall have a parenthesis with a space between, printed after the numbers on the front cover [e.g., FC-CR 07-1-0001 ()]

There are specific copy differences on each cover. Refer to samples for specifics.

THIRD JUDICIAL CIRCUIT - HILO, COURT FILE FOLDERS FY 2007
Quantity and Specification Table

PREFIX	REG COVERS	START NO.	END NO.	BLANK COVERS	TAB POSITION
C	50	07-1-0001	07-1-0050	NONE	4TH
CG	50	07-1-0001	07-1-0050	NONE	4TH
CIV	700	07-1-0001	07-1-0700	NONE	4TH
CR	600	07-1-0001	07-1-0600	NONE	4TH
ML	20	07-1-0001	07-1-0020	NONE	4TH
P	500	07-1-0001	07-1-0500	NONE	4TH
SP	100	07-1-0001	07-1-0100	NONE	4TH
SPP	10	07-1-0001	07-1-0010	NONE	4TH
FC-A	50	07-1-0001	07-1-0050	NONE	4TH
FC-AA	5	07-1-0001	07-1-0005	NONE	4TH
FC-AP	10	07-1-0001	07-1-0010	NONE	4TH
FC-CR	800	07-1-0001	07-1-0800	NONE	4TH
FC-D	475	07-1-0001	07-1-0475	NONE	4TH
FC-DA	900	07-1-0001	07-1-0900	NONE	4TH
FC-G	125	07-1-0001	07-1-0125	NONE	4TH
FC-M	100	07-1-0001	07-1-0100	NONE	4TH
FC-P	400	07-1-0001	07-1-0400	NONE	4TH
FC-S	200	07-0001	07-0150	NONE	4TH
FC-TPR	5	07-1-0001	07-1-0005	NONE	4TH
UCCJEA	10	07-1-0001	07-1-0010	NONE	4TH
UIFS	100	07-1-0001	07-1-0100	NONE	4TH
TR	30	07-1-0001	07-1-0030	NONE	4TH
CC BLANK	NONE	N/A	N/A	500	4TH
TOTAL	5,240			500	

Notes:

Two (2) part set, front and back covers required for all files. Back covers to be packaged separately from front covers.

Back covers are not required for "blank covers".

"Blanks" (refer to the quantity tables) do not have a mylar overlay over the tabs. "Blanks" for a particular proceeding shall have the appropriate body copy, the appropriate alpha prefix and no numbers.

All files: Side tab is in the 4th position.

All FC-AA, FC-CR, FC-DA and FC-S shall be boxed separately.

There are specific copy differences on each cover. Refer to samples for specifics.

THIRD JUDICIAL CIRCUIT - KONA, COURT FILE FOLDERS FY 2007
Quantity and Specification Table

PREFIX	REG COVERS	START NO.	END NO.	BLANK COVERS*	TAB POSITION
C	20	07-1-0001K	07-1-0020K	NONE	4TH
CG	NONE	N/A	N/A	40	4TH
CIV	250	07-1-0001K	07-1-0250K	NONE	4TH
CR	375	07-1-0001K	07-1-0375K	NONE	4TH
ML	20	07-1-0001K	07-1-0020K	NONE	4TH
SP	40	07-1-0001K	07-1-0040K	NONE	4TH
SPP	10	07-1-0001K	07-1-0010K	NONE	4TH
FC-A	50	07-1-0001K	07-1-0050K	NONE	4TH
FC-AA	5	07-1-0001K	07-1-0005K	NONE	4TH
FC-CR	500	07-1-0001K	07-1-0500K	NONE	4TH
FC-D	325	07-1-0001K	07-1-0325K	NONE	4TH
FC-DA	600	07-1-0001K	07-1-0600K	NONE	4TH
FC-G	40	07-1-0001K	07-1-0040K	NONE	4TH
FC-M	45	07-1-0001K	07-1-0045K	NONE	4TH
FC-P	180	07-1-0001K	07-1-0180K	NONE	4TH
FC-S	100	07-0001K	07-0100K	NONE	4TH
UCCJEA	10	07-1-0001K	07-1-0010K	NONE	4TH
UIFS	50	07-1-0001K	07-1-0050K	NONE	4TH
CC BLANK	NONE	N/A	N/A	100	4TH
FC BLANK	NONE	N/A	N/A	100	4TH
FCCR BLANK	NONE	N/A	N/A	100	4TH
TOTAL	2,620			340	

Notes:

Two (2) part set, front and back covers required for all files. Back covers to be packaged separately from front covers.

*Back covers not needed for blank covers.

"Blanks" (refer to the quantity tables) do not have a mylar overlay over the tabs. "Blanks" for a particular proceeding shall have the appropriate body copy, the appropriate alpha prefix and no numbers.

All files: Side tab is in the 4th position.

All FC-AA, FC-CR, FC-DA and FC-S shall be boxed separately.

All Kona covers have a "K" printed after the number on the tab and front copy.

There are specific copy differences on each cover. Refer to samples for specifics.

FIFTH JUDICIAL CIRCUIT COURT FILE FOLDERS FY 2007
Quantity and Specification Table

PREFIX	REG COVERS	START NO.	END NO.	BLANK COVERS	TAB POSITION
C	20	07-1-0001	07-1-0020	NONE	4TH
CG	20	07-1-0001	07-1-0020	NONE	4TH
CIV	200	07-1-0001	07-1-0200	100	4TH
CR	400	07-1-0001	07-1-0400	NONE	4TH
ML	50	07-1-0001	07-1-0050	NONE	4TH
P	200	07-1-0001	07-1-0200	NONE	4TH
SP	100	07-1-0001	07-1-0100	NONE	4TH
SPP	25	07-1-0001	07-1-0025	NONE	4TH
FC-A	50	07-1-0001	07-1-0050	NONE	4TH
FC-AP	15	07-1-0001	07-1-0015	NONE	4TH
FC-CR	300	07-1-0001	07-1-0300	NONE	4TH
FC-D	350	07-1-0001	07-1-0350	NONE	4TH
FC-DA	250	07-1-0001	07-1-0250	NONE	4TH
FC-G	25	07-1-0001	07-1-0025	NONE	4TH
FC-M	150	07-1-0001	07-1-0150	NONE	4TH
FC-P	150	07-1-0001	07-1-0150	NONE	4TH
FC BLANK	N/A	N/A	N/A	100	4TH
UCCJEA	15	07-1-0001	07-1-0015	NONE	4TH
FC-J	NONE	N/A	N/A	200	4TH
FC-S	NONE	N/A	N/A	200	4TH
UIFS	50	07-1-0001	07-1-0050	NONE	4TH
RC	500	07-1-0001	07-1-1500	100	4TH
SC	500	07-1-0001	07-1-0500	NONE	4TH
SS	400	07-1-0001	07-1-0400	NONE	4TH
5DTA	800	07-00001	07-00800	100	4TH
5P1	2,000	07-00001	07-02000	100	4TH
TOTAL	6,570			900	

Notes:

Back covers are not required.

All files: Side tab is in the 4th position.

"Blanks" (refer to the quantity tables) will have a color mylar overlay over the tabs. "Blanks" for a particular proceeding shall have the appropriate body copy, the appropriate alpha prefix and no numbers.

There are specific copy differences on each cover. Refer to samples for specifics.